

**BARTON CREEK WEST
WATER SUPPLY CORPORATION
P.O. BOX 1220
DRIPPING SPRINGS, TX 78620
TELEPHONE 512 280-6622**

MINUTES OF MEETING OF THE BOARD OF DIRECTORS
September 18, 2018

The Board of Directors of the Barton Creek West Water Supply Corporation convened a regular meeting, open to the public, at the CE-BAR Fire Department, 353 S. Commons Ford Road, Austin, Texas on September 18, 2018 at 6:30 P.M.

The roll was called at 6:30 P.M. of the members of the Board of Directors by the President.

Steve Cooper	Present
Beth Kirkhart	Absent
Tom Luin	Present
Doris Manning	Present
Jennifer Specchio	Present
Bob Stettner	Present
Meryl Stoller	Present

A quorum of the Board was met. Also present were Valerie Wheeler and William Swanks of TUMCO and Bruce Aupperle.

The next item to come before the Board was to hear citizen communications. There were no citizens to come before the Board.

Item 3 was to review and approve the minutes of the August 21, 2018 regular meeting. Director Stettner made the motion to approve the minutes as presented. Director Manning seconded and the motion carried.

Item 4 was to review and consider payment of bills and invoices. Mrs. Wheeler presented the Corporation's bills to the Board for review. Director Cooper made the motion to approve all the bills as presented. Director Stoller seconded and the motion carried.

Mr. Swanks next gave the General Manager report. He reviewed the electrical malfunction that led to his injury on the morning of August 23, 2018. He had responded to a power outage alarm at the Cliffs Edge lift station and was badly burned on the right hand when the electricity arced through his volt meter. Repairs to the electrical panel were made and Wastewater Transport Services hauled sewage from the lift station to the sewage treatment plant until the system was back up and running that evening. Mr. Swanks has sought information from the City of Austin in regards to the power failure. The monitoring equipment owned by the City that detects outages is

no longer functioning. Mr. Swanks will continue to follow up with the City of Austin regarding their equipment and the electrical power failure.

Mrs. Wheeler next gave the financial report. She reviewed the cash statements and investments. After disbursements the checking account balance was \$24,677.37 and the invested funds were \$808,394.56. Mrs. Wheeler reviewed the July and August budgets that were included in the packet.

Mr. Swanks continued with the operations report. He reported maintenance and monthly inspections at the treatment plant; lift stations, irrigation fields and water system were routine and normal. On Friday, August 24, 2018 the second pump in the Creeks Edge lift station failed. The following morning Wastewater Transport installed a temporary diesel pump. The new pump that was ordered for the Creeks Edge lift station arrived and installation began Wednesday, September 5, 2018. The new pump is working but the manufacturer is still evaluating a cavitation problem that causes vibration when the sewage is pumped down to the lower level before cut off in the wet well holding chamber. Mr. Swanks has ordered a second pump to be delivered within a couple of weeks. The temporary pump has been placed in standby until the second pump arrives and is put in service. Director Luin requested Mr. Swanks provide an update by email to all board members of the final expenses to the Creeks Edge lift station when all the repairs are completed. Mr. Swanks reported he has hired Chris Gonzales, a Class B operator, for his backup personnel to work some weekends and evenings. Director Luin requested TUMCO retain an additional operator to ensure there is always 24 hours, 7day/week coverage, 365 days a year. Mr. Swanks said he has retained Bobby Byrd as an additional backup operator. There was nothing further from the Operator.

Mr. Aupperle reported he had finished the annual Scenic Bluff spring report and the data was still well within the required limits for Nitrogen. He mentioned if the Board decided to put in a permanent office or storage building that required concrete foundations it might require obtaining City permits. If a storage container or temporary trailer building were installed with no concrete foundations there would be no need for permits or fees. Director Luin requested Mr. Swanks provide his drawings and information he had gathered previously about office/storage space to Mr. Aupperle for his review. There was nothing further from the Engineer.

Item 6 was to review and take any action concerning delinquent utility accounts. Mrs. Wheeler stated there were twenty customers that were past due. She reviewed a draft letter she and Director Specchio had written to encourage more customers to sign up for automatic banking or to use their bank's auto pay system in order to decrease the amount of delinquent accounts each month. Mrs. Wheeler suggested the letter be sent to those twenty customers and also place the letter in the Barton Creek West Homeowner's Association website. The Board approved her request. No other action was taken on this item.

Item 7 was to review, discuss and take any action concerning the Service rules and Regulations of the Water Supply Corporation. Director Luin requested the board members all review the Service Rules before the next meeting in order to vote on any changes next month. Please send your questions or concerns by email to all board members and consultants before the next meeting. This item was Tabled until next month.

Item 8 was to review, discuss and take any action concerning the Capital and Operations Expense Policies. Director Specchio presented a draft policy and asked everyone review it before the next meeting. This item was Tabled until next month.

Item 9 was to set the date of the next regular meeting. The next meeting will be Tuesday, October 16, 2018 at 6:30 P.M. at the CE-BAR Fire Station.

Item 10 was to consider other business. There was no other business at this time and the Board adjourned at 7:52 P.M.